

# Member eTesting Quick Reference Guide



## Customer Support

Customer Care: (405) 954-2431

E-Mail: [etesting@cginstitute.uscg.mil](mailto:etesting@cginstitute.uscg.mil)

On-line:

<http://www.uscg.mil/hq/cgi/training.htm>

**1.** Please have your ESO shut down Timbuktu before you begin.

Your Education Service Officer will provide the eTesting address

**2.** Security Alert

The security certificate is from a trusted certifying authority.

The security certificate date is valid.

The name on the security certificate is invalid or does not match the name of the site.

Do you want to proceed?

Click "Yes"

Click "Ok"

E-TESTING

**3.** "IP ADDRESS FROM ESO"

U.S. COAST GUARD

Please enter your EMPLID and Password below

EMPLID:

Password:

Enter

Enter your Employee Identification Number (EMPLID) & Your ESO will enter the password

Guardians of the Sea

Note: eTesting locks the computer down to restrict internet browsing.

After testing is complete, all controls will be returned to the workstation.

**4.** "IP ADDRESS FROM YOUR ESO"

U.S. COAST GUARD

The following tests are available to you:

- SK3 0350-04

Guardians of the Sea

Perception licensed to U.S. Coast Guard for beta evaluation purposes only. Not for genuine delivery of assessments

**5.** Questionmark Secure

Part of Questionmark Secure's security processes may close applications to prevent them from interfering with the security mechanisms. As a precaution, please save your work and close all other applications apart from your web browser.

Click "OK"

Click "Yes"

**5.** Security Alert

Information you exchange with this site cannot be viewed or changed by others. However, there is a problem with the site's security certificate.

- The security certificate is from a trusted certifying authority.
- The security certificate date is valid.
- The name on the security certificate is invalid or does not match the name of the site.

Do you want to proceed?

Click "Yes"

**6.** Mentor Sign in

U.S. Coast Guard

ADMIN

Name:

Password:

Enter

Your ESO will sign you in

Questionmark Perception getting results...

On the mentor sign in page your ESO must enter their required information, before you are allowed to take your exam.

The disclaimer discloses what the proper conduct for eTesting is. If you are unable to meet these requirements, notify your ESO before you begin testing

**7.**

Do not bring any personal items into the examination room; this includes all bags, notes, cell phones, pagers, cameras, pens, and books (unless authorized by the CG Institute).

After each question in this test, mark the appropriate selection(s) for your choice(s). Be aware some questions may ask for two or three choices as answers.

You are not allowed to surf the INTERNET or INTRANET during the exam.

When you have decided on the correct answer to the question, move the mouse to your selection and "click" the mouse one time. This will mark your selection.

No partial credit will be given for incorrect answers for any question. ANSWERS FOR THE QUESTIONS IN THIS EXAM ARE BASED ON THE COURSE MATERIAL PROVIDED.

Challenge questions can be flagged after each question during your exam. Before you hit the submit button, please review any challenge questions for submission to the appropriate Subject Matter Specialist (SMS). If you are satisfied with your challenge, have the proctor to review your process and press the submit button located at the conclusion of your exam. Challenge questions will be reviewed by your SMS and a response will be provided to you.

Do NOT copy or transfer any questions from the on-line End-of-Course Test to your textbooks or make any notes to a particular question during your exam.

Scratch paper is accountable and shall be returned to the Proctor upon completion of your exam.

There is NO TIME LIMIT for this test. However, once you have started, you must continue answering the questions until the exam is complete.

Discussing, copying, or assistance of any kind is prohibited and punishable by the Uniformed Code of Military Justice (UCMJ).

By pressing "Take Test" you agree to the terms and conditions above

Click on "Take Test"

8.

Name of test you are taking

Current test question

Text of Question

Choices for the question

Answered question icon

Question selected icon

Flagged question icon

Unanswered question

Submit test for grading

Return to previous question

Advance to next question

Flag a question, for review

Challenging a question

In normal operations what department does the Coast Guard belong to?

- ☐ Department of Transportation
- ☐ Department of Defense
- ☐ Department of Homeland Security
- ☐ Department of Agriculture

After you have completed the test and clicked the submit key, your results will appear. If you passed the exam, your score will be displayed in green text. If you did not pass the exam, your score will be displayed in red. YOU WILL NOT BE ABLE TO PRINT THIS SCREEN. You will receive an email with a breakdown on how well you did in each section. If you ever need a copy of your results, your ESO can provide it.

Your score reports

9.

COAST GUARD  
Test ID Number: 646546546545616516531  
Test Date: 6/22/2005  
EmpId: 999999  
Name: HS2 Jane Smith  
Course: HS1

Score: 98%

1. **Congratulations!** You have successfully completed your exam (JOCT, AQE). If you are preparing for advancement, see your Educational Services Officer (ESO) to order any additional course(s) that are required.
2. Unlabeled personnel are encouraged to request a copy of this notice for their personal files. Officers should attach a copy of this completion notice to their annual Record of Professional Development (CO-4952).

Disclaimer: This page is restricted from printing due to security reasons. If you would like a this exam test results printed please request it through your Education Service Officer and follow all applicable procedures.



9.

COAST GUARD  
Test ID Number: 646546546545616516531  
Test Date: 6/22/2005  
EmpId: 999999  
Name: HS2 Jane Smith  
Course: HS1

Non-qualifying Score: 56%

1. Unfortunately, you did not receive a qualifying score on this examination.
2. You must wait at least 14 calendar days before you are eligible to retake in this exam
3. You are encouraged to restudy the subject material. When you are eligible and ready to retake the exam see your ESO to reschedule the exam.

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